

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Reservation for Orphan/destitute children in Residential Institutions of Tribal Welfare, Social Welfare, B.C. Welfare, Minorities Welfare and A.P. Residential Educational Institutional Society – Orders–Issued.

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WOMEN DEVELOPMENT, CHILD WELFARE & DISABLED WELFARE (JJ) DEPARTMENT

G.O.Ms.No.47,

Dated:31-08-2010.

Read :

G.O.Ms.No.34, WD, CW & DW (DW) Department, Dated: 27.09-2008.

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**ORDER:-**

In the G.O. read above, orders were issued for extension of the benefits of scholarships and reimbursement of fees etc., on par with Scheduled Caste students to orphans whose caste status is not known, duly treating them as casteless.

2. Government taking into consideration, various representations received for extending the benefit of reservation to orphans and destitutes in the Residential Educational Institutions, as was also discussed in the first general body meeting of the “A.P. Society for Protection and Empowerment of Women and Children” held on 11-08-2010, hereby issue the following orders:

- i. Upto 3% of the seats are earmarked for orphans/ destitutes in the age appropriate class in Residential schools, Residential Junior Colleges, and Residential Degree Colleges run by Welfare Departments and Education Department. In case of excess applications, if any such student cannot be adjusted within a particular district, they may be given out of turn admission increasing the strength not exceeding 2 (two) in a class.
- ii. The children who will qualify to be treated as Orphans or destitutes shall be:-
  - a. Orphans i.e., children who do not have both parents or whose parents may have deserted them and such children who do not have any other guardian to take proper care of them.
  - b. Child who has one parent and who is not in a position to look after the child and the child has been grossly neglected or such parent is mentally ill /severely disabled or terminally ill with HIV/AIDS.
  - c. Child victims of trafficking who are rejected by their families or have unsafe families (parents or family involved in trafficking themselves).
- iii. The orphan/destitute children who belong to Muslim community, if they so desire, shall be given preference for admission in the institutions run by minorities welfare department.

(P.T.O.)

- iv. With regard to Orphans or destitutes from Government Institutions such as children homes, juvenile homes etc, the Head of the Institution concerned will give an application and certificate in the proforma enclosed (Annexure-I).
- v. (a) Head of the NGO institution who wish to admit the orphan/destitute children of their institutions, in the Residential institution concerned, must similarly make an application in the prescribed proforma (Annexure-I), to the Child Development Project Officer concerned.
- (b) The Child Development Project Officer, Tahsildar and Mandal Parishad Development Officer shall enquire and issue Certificate of eligibility in the proforma annexed to this order (Annexure-II). They shall issue the certificate only if either of the conditions as at 2 (II) above are fulfilled. Each of them shall be responsible for ensuring that the certificate is issued after proper verification, only in favour of eligible children from such NGO institutions.
- (c) All such applications received from NGO institutions, shall be either rejected or certificate issued as case may be, within 20 days of receipt of application.
- vi. All NGOs and Government institutions established for providing shelter to “children in need of care & protection” should obtain license under Section 3 r/w Section 10 of “The Women & Children Institutions (Licensing) Act, 1956” from the Department of Women Development & Child Welfare.
- vii. False claims by the head of the NGO Institution/Govt. Institution/Officers concerned shall entail disciplinary action / cancellation of license and prosecution.
- viii. a) All applications with appropriate enclosures, including certification by the designated officers as at 2 (v) above, shall be verified and admission accorded by the Principal of the Institution to whom such applications are made. The admission or refusal with grounds for refusal as case may be shall be given by the Principal within 15 days of receipt of application.
- b) The Principal or the head of the institution concerned shall enter the details of all such children, who are admitted or whose admission is rejected at the specially provided window **”ORPHAN CHILD PROTECTION”** at **website:** <http://wcdsc.ap.nic.in>. This information will have restricted viewing by concerned officials only.
- ix. One of the Residential Institutions having the best facilities in every district shall be identified/notified by the District Collector as a vacation institution. All orphan and destitute children who do not have relatives or family members providing a safe and conducive environment shall be accommodated in such institution during all long vacations. The District Collector or the officer entrusted shall co-ordinate and ensure posting of selectively identified staff from the Residential Institutions to the vacation institution during vacations.

Counsellors, trainers, coaches etc. from other institutions including Residential institutions could also be drafted during such vacations. All such staff shall be adequately compensated by allowing alternate leave without affecting completion of syllabus under their charge. A child friendly schedule to include sports, games, vocational training, encouraging pursuit of hobbies etc, should be followed during such vacations.

- x. Reputed NGOs having required resources, facilities and skills may be selectively identified and involved for providing requisite facilities.

3. The District Collectors and the Secretaries of the Residential School Societies concerned shall monitor closely and ensure effective implementation and protection of all such children.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**S.V.PRASAD,  
CHIEF SECRETARY TO GOVERNMENT.**

To

The Spl. Chief Secretary to Govt., WD, CW & DW Department, A.P. Secretariat, Hyderabad.  
The Spl. Chief Secretary to Govt., Tribal Welfare Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., Social Welfare Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., B.C. Welfare Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., Minority Welfare Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., Higher Education Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., Rural Development Department, A.P. Secretariat, Hyderabad.  
The Prl. Secretary to Govt., School Education Department, A.P. Secretariat, Hyderabad.  
The State Project Director, Rajiv Vidya Mission (SSA), Hyderabad.  
The Commissioner, Disabled Welfare Department, Hyderabad.  
The Director, Women Development & Child Welfare Department, Hyderabad.  
The Director, Juvenile Welfare, Correctional Services & Welfare of Street Children, Hyd.  
The Secretary, A.P. Residential Educational Institutions Society, Hyderabad.  
The Secretary, A.P. Social Welfare Residential Education Institutions Society, Hyderabad.  
The Secretary, A.P. Tribal Welfare Residential Education Institutions Society, Hyderabad.  
The Secretary, A.P. Minority Welfare Residential Education Institutions Society, Hyderabad.  
All District Collectors.  
All Project Directors through Regional Deputy Directors concerned.  
All Mandal Revenue Officers through the Dist. Collectors concerned.  
All Mandal Parishad Development Officers  
through the Chief Executive Officer, Zilla Parishads concerned.  
All Principals of all Residential Schools, Junior Colleges, Degree Colleges  
through concerned Secretaries of respective Societies.  
All the NGOs who are members of the "A.P. Society for Empowerment and Protection of Women and Children".

**Copy to:-**

The PS to Prl. Secretary to CM.  
The PS to Chief Secretary.  
The PS to Minister, Higher Education Department.  
The PS to Minister, School Education Department.  
The PS to Minister, Tribal Welfare Department.  
The PS to Minister, B.C. Welfare Department.  
The PS to Minister, Minority Welfare Department.  
SF/SC.

// FORWARDED :: BY :: ORDER //

SECTION OFFICER.

**ANNEXURE-I**

**APPLICATION FORM**

Passport size  
Photo duly  
attested by  
Parent/  
Guardian/  
Head of the  
Institution

1. Name of Child :
2. Date of Birth :  
(as per the certificate by Medical Officer OR Competent Authority)

3. Particulars of Parents/Guardian :-

	Name	Whether surviving	Occupation	Annual income
Father :				
Mother :				
iii. Guardian :				

4. Address ( Mention complete address ) :

5.	a) Place of Birth (if not known, the place where the child was found may be written)	b) Caste (ST/SC/BC/Minority/Others/ Casteless):

5. Particulars of Applicant since birth till date:-

RESIDENCE PARTICULARS		EDUCATION PARTICULARS		
Place of Stay/ Name and address of the Institutions where resided	Period of Stay	Classes studied	Period from ----to----	Name of the School & address

6. Present status of education :

7. License particulars :

Place :

Date : Signature of the child/applicant

Name of Guardian  
Signature of the Guardian

**CERTIFICATE**

**CERTIFICATE BY THE CONCERNED HEAD OF INSTITUTION**

I hereby certify that the information furnished by me is correct. In case the information furnished is found to be incorrect, I understand I am liable for necessary action / prosecution etc.

- a) Name :
- b) Designation :
- c) Signature :

Seal & Address of Institution:

Address of Head of Institution:

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\_\_\_\_\_

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**ANNEXURE – II**

Ref: Application No:\_\_\_\_\_ dated\_\_\_\_\_of Sri/Smt. \_\_\_\_\_  
Principal / Head of Institution \_\_\_\_\_  
Village/Town\_\_\_\_\_ Mandal\_\_\_\_\_

District/Address\_\_\_\_\_ forwarding Kum/  
Master \_\_\_\_\_’s application for admission into  
class \_\_\_\_\_ of Residential School/ Junior College/ Degree  
College at \_\_\_\_\_.

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**Certificate No.**

**CERTIFICATE OF ELIGIBILITY**

This is to certify that Kum/Master\_\_\_\_\_ D/o,  
S/o \_\_\_\_\_ aged \_\_\_\_\_of Village/Town\_\_\_\_\_ Mandal  
\_\_\_\_\_ District \_\_\_\_\_ is inmate of \_\_\_\_\_  
NGO institution vide admission No.\_\_\_\_\_. He/She was admitted on \_\_\_\_\_.

This is to certify that the mother/father/both parents of the above child have  
expired/abandoned/ whereabouts not known since\_\_\_\_\_.

Certified by CDPO (WD&CW)

Date :	Signature :
Place:	Name :
	Place :
	Office Seal:

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Certified by MPDO.

Date :	Signature :
Place:	Name :
	Place:
	Office Seal:

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Certified by Tahsildar.

Date :	Signature :
Place:	Name :
	Place:
	Office Seal